

Residential Detached Garages and Storage Sheds Checklist

- ☐ Complete Building Permit Application
- ☐ Site Plan
 1. Property address and lot number
 2. Indicate street names and orientation of the lot (north arrow)
 3. Existing property lines, setbacks, easements, etc.
 4. Existing and proposed structures labeled with dimensions
 5. Setbacks to all structures and lot lines are marked and labeled
 6. All utility lines are marked and labeled
- ☐ Building Plans (2 copies, drawn to scale)
 1. Foundation Plans –describing dimensions and locations of footings and foundations; foundation materials, reinforcements, and foundation anchor types and locations.
 2. Floor Plan – describing building area uses; dimensions and locations of walls, windows and doors; and various structural details.
 3. Elevation Details – front back and side views of the building, describing building height, exterior wall and roof finishes, and openings locations including windows and doors.
 4. Section Plan – describing structural details for footings, foundations, walls, ceilings and roofs; provide material descriptions for joists, rafters, beams, headers, manufactured trusses, etc.
 5. Roof Framing Plan
- ☐ Construction Details – Provide details as necessary to describe the method of construction for all building elements.
- ☐ Material Listing and Connections Details
- ☐ Engineered truss drawings (2 copies) or deferred submittal form for truss calculations (if applicable)
- ☐ Owner Builder Form signed (if applicable)